

Local Ordinance Enforcement Housing Inspection Procedures

1. An inspector will make an inspection on a house by complaint of the tenant, referral by any government agency, petition signed by five citizens of the City of Greensboro or inspector initiative.
2. After the inspection is made the inspector enters the violations along with the owners, and/or agents, and tenants names. A Notice of Hearing is issued to them listing the violations and has a hearing date set for about 15 to 30 days out from the date of inspection. This mail is sent by certified mail. At the hearing we want to find out when and if the owner is planning on making repairs, advise them of the procedures of this office and discuss any questions they might have.
 - If there are less than five minor violations on a piece of property we issue a Certificate of Appreciation. A hearing is not held. This is basically a thank you letter to the owner/management company for maintaining their property.
3. After the hearing is held (the hearing is held whether the owner/agent shows up or not – we note who attended on the computer, and we still proceed with the process) an Order to Repair or Demolish is issued. They are given thirty (30) days from the hearing date to begin or have the repairs finished.
4. When the Order is up, if no repairs have been started then we can issue a Letter of Condemnation. It gives the tenants 30 days to vacate. The owner can't rent the house until all the repairs are made. They can sell the house but they have to tell the new buyer about any information we sent them. And they will be held responsible for any repairs.
 - a. The owner can choose to close/secure the house after the repairs have been made. But not close the house in lieu of repairs.
5. If an owner/agent chooses not to repair or demolish a house after the City has requested this to be done then the owners are notified and it is heard before the Greensboro Minimum Housing Standards Commission. The commission then decides whether to uphold the inspector's decision or allow more time to the owner based on any information provided at the meeting.

- a. If the Commission decides to uphold the inspector a recording is made at the Guilford County Courthouse stating what the intentions of the City of Greensboro are. So if the property is researched it shows that there will be a lien against the property for the cost of closing or demolishing.
6. Our office then has to wait until we are advised by the legal department that we can proceed with the demolition or closing of the property. This is usually about thirty days. If a house is taken before the Commission because it is closed for longer than one year then we have to wait approximately 90 days.

For Demolition - The property is then inspected for asbestos. If asbestos is found it is removed by a licensed contractor. The property is sent out to receive bids for demolition. The bid is awarded to the contractor with the lowest bid. After the work is complete an assessment for the work done is placed against the property, this is recorded with the Collections Division with the City of Greensboro.

Local Ordinance Enforcement 48 Hour Notices

1. A 48 Hour Notice can be issued for a piece of property for the following reasons:

- No Water
- No Electricity/No Heat
- Exposed Wiring
- Inoperable plumbing (raw sewage, burst water pipes, etc.)

A notice is issued to the owner except in situations that it is the tenant's responsibility. For example, it is usually the tenant's responsibility to sign up for water and power. In these cases we serve the tenant notice to comply with these items.

The tenant or owner is given 48 hours from the time they receive the notice to bring the items into compliance. If they do not, the property is ordered to be vacated.

In extreme circumstances, a residence can be vacated immediately. If it is a hazard to the occupants, citizens of the city or City Safety Personnel (Police officers, firefighters, EMS, etc).

LOCAL ORDINANCE ENFORCEMENT PROCEDURES FOR ABANDONED VEHICLES

1. If a car is on the city street we tag it and give the owner approximately seven (7) days to remove the car. If after seven days the car is still there we write the car up to be towed. The paperwork is turned into the towing company and then they dispatch a driver out to tow the vehicle.
2. If a car is on private property it is in compliance with City Code if the car has a current license tag that matches that vehicle, is in an enclosed garage, or can run under its' own power (it can be started and moved forward and reverse).

If these do not apply we can tag the car and give the owner ten (10) days to bring it into compliance in any one of the three ways listed above. If they do not do so we write the car up to be towed and turn the paper work into the towing company.